

Item #	Done	Content Description	Comments
1		Table of Contents	
2		Calendar of Events	
3		Chapter Board Contact Information	
4		Member Recognition Article	
5		Meeting Planning Article	
6		SGMP Logo and Link	
7		Chapter Committees and activities	
8		Masthead	
9		Industry Education Focus	
10		Recurring features / departments	
11		Amount and type of advertising	
12		CGMP Promotional piece(s)	
13		SGMP Event(s) Promotional piece(s)	
14		Meeting Industry Article(s)	
15		Professional Development Article(s)	
16		Personal Development Article(s)	
17		Review of Past Program(s)	
18		Preview of Upcoming Program(s)	
19		Strategy	Schedule / Contributors / Production